

CLERKS' BRIEFING AUTUMN 2026

Pam Langmead



WELCOME



AGENDA SETTING

- Autumn meeting of the governing board – business and regular
- What's on the agenda?
- Committees
- Q & A



Essex Clerks' Association
support ing clerks support ing governors

Model autumn term agenda 2026 (Business Meeting)

Please note that your agenda will vary depending on the structure your governing board adopted. Please amend as appropriate for maintained schools and academies. As a Clerk/Governance Professional you should refer to the Governing Board Year Planner prior to drafting the agenda.

Name of School:
Address:

Autumn (1st meeting) term meeting of the Governing Board/Board of Trustees/Local Governing Body agenda

Date:
Time:
Place:
Clerk/Governance Professional:

DEVELOPMENTS IN EDUCATION SECTOR

SAFEGUARDING UPDATES

Keeping Children Safe in Education 2026

DBS and Barred list checks for volunteers – new requirements

Gender questioning guidance

Allergy safety in schools

Safeguarding training for governors and LA safeguarding briefing

DEVELOPMENTS IN EDUCATION SECTOR

DFE UPDATES AND PUBLICATIONS

Enrichment framework for schools and colleges

Inclusion Mainstream Fund and the Inclusion Strategy

RSHE statutory guidance

Suspension and permanent exclusion guidance – updated July 2026

Free school meals eligibility

PE and Sports Premium funding update

Cost of school uniforms

DEVELOPMENTS IN EDUCATION SECTOR

Mobile phones in schools DfE guidance

- How schools can prohibit the use of mobile phones throughout the school day. All schools should be mobile phone-free environments by default; anything other than this should be by exception only.
- All schools must have a behaviour policy which is aligned with the school's legal duties and standards relating to the welfare of children. As part of this policy, schools should develop a mobile phone policy that prohibits the use of mobile phones and other smart technology with similar functionality to mobile phones (for example the ability to send and/or receive notifications or messages via mobile phone networks or the ability to record audio and/or video) throughout the school day, including during lessons, the time between lessons, breaktimes and lunchtime.
- A school's policy on prohibiting the use of mobile phones can be included within the school's behaviour policy or be its own standalone document.

EMPLOYMENT RIGHTS ACT 2025

The Employment Rights Act 2025 became law last year, and has triggered several waves of changes on the rules around working conditions. There are more changes coming into effect this academic year.

From October 2026:

- Rights for trade union reps: new rights and protections for trade union reps, including extending measures that prevent staff from being punished for taking part in industrial action
- Preventing sexual harassment: strengthened requirement for employers to take 'all reasonable steps' to prevent sexual harassment of staff, including an obligation not to permit harassment by third parties (more guidance expected in 2027, including specifying steps that are to be regarded as 'reasonable')

OFSTED UPDATE

September 2026 updates to the inspection toolkit

School monitoring operating guide for inspectors

Governor training - the governor/trustee role in the renewed Ofsted Inspection framework

POLICY UPDATE

This term you *(may)* need to review and adopt:

- Child Protection Policy – most up to date policy, September 2026, in line with KCSiE 2026.
- Dealing with Safeguarding Allegations Against Adults – updated September 2026
- Staff Code of Conduct – updated September 2026
- Allergy Policy
- Attendance Policy – EPHA model policy updated for September 2026
- Pay Policy –updated for September 2026
- Performance Management Policy – updated for September 2026

POLICY UPDATE.. CONTINUED

This term you (*may*) need to review and adopt:

- Performance Management Policy – updated for September 2026
- Capability procedure for all staff – updated September 2026
- Probation procedure - updated May 2026
- Early Career Teachers Statutory Induction – updated September 2026
- Inclusion strategy
- Mobile Phone Policy (if not adopted last term)
- Flexible Working Policy
- Climate Action Plan

EPHA ONLINE TRAINING – AUTUMN TERM

FOR GOVERNORS, CLERKS AND SCHOOL STAFF - FREE TRAINING

GOVERNORS' TERMLY EDUCATION BRIEFING: WEDNESDAY 7

OCTOBER– 6.00 pm

GOVERNOR'S ROLE IN OFSTED INSPECTION: TUESDAY 13 OCTOBER –

4.00 pm

MANAGING COMPLAINTS: WEDNESDAY 21 OCTOBER – 4.00 pm

SUPPORTING YOUR HEADTEACHER: TUESDAY 10 NOVEMBER – 4.00 pm

SUSPENSIONS & PERMANENT EXCLUSIONS: MONDAY 16 NOV

4.00 pm

Email pam@langmead.me.uk for Zoom link and information



ECA KEY DATES

SPRING TERM BRIEFING – WEDNESDAY 13 JANUARY 2027 – 5.00 pm
online

SUMMER TERM BRIEFING AND AGM – WEDNESDAY 21 APRIL 2027 –
5.00 pm online



